



Civilian Education System

Army Management Staff College



Purpose

- Provide an overview of the Army Management Staff College and the programs offered
- Inform and educate Army Civilians worldwide on the progressive and sequential Civilian Education System (CES)



Agenda

- Who we are
- What we do
- Campus locations
- Our programs
- Why we need the CES
- CES overview
- CES course design
- CES enrollment
- Course dates
- How to apply



The Army Management Staff College:

Mission

- Educates and prepares civilian and military leaders to assume leadership and management responsibilities throughout the Army
- Acts as TRADOC's lead agent for the Civilian Education System curriculum.
- Provides consulting services and conducts research on Civilian Leadership and Installation Management



Vision

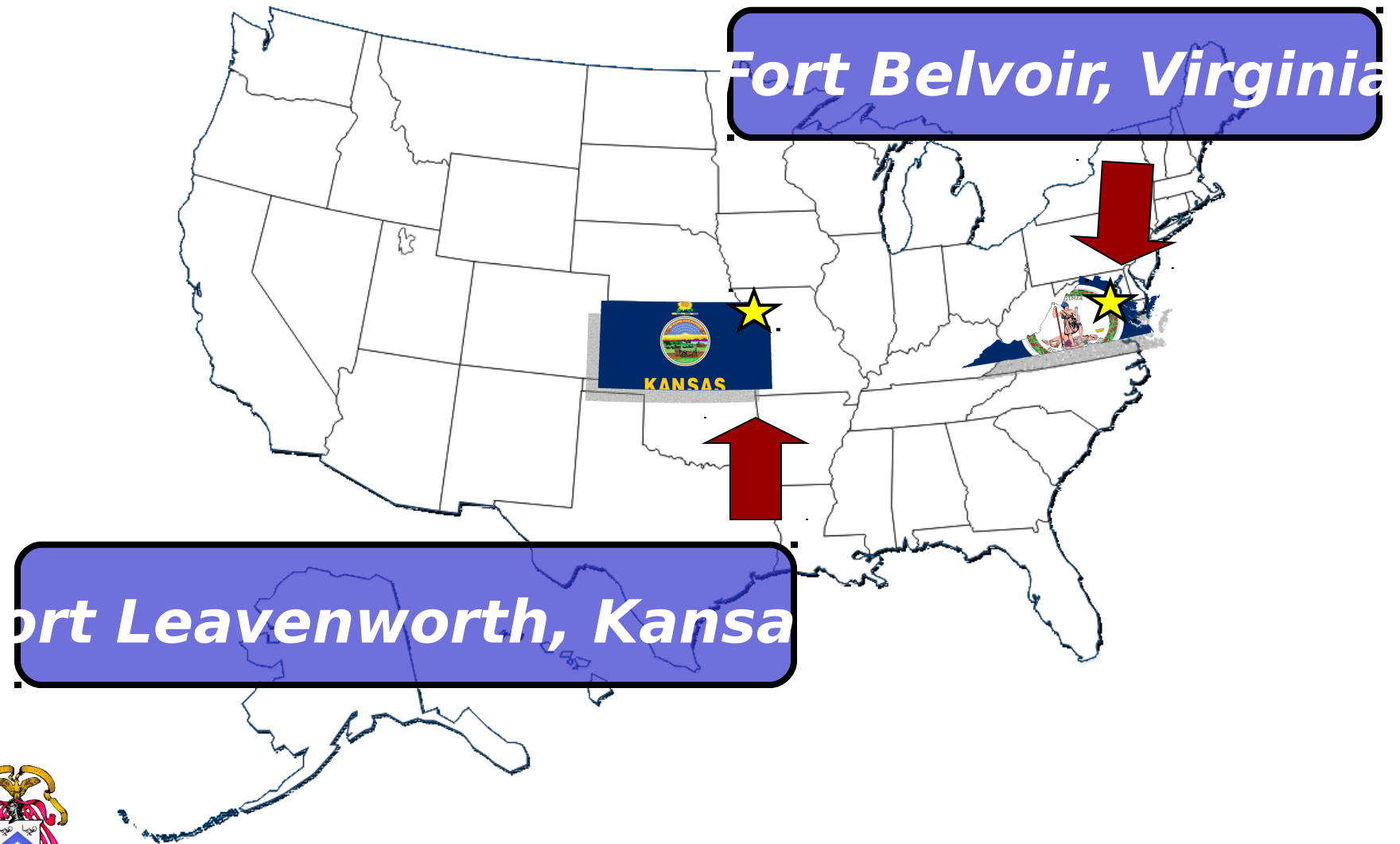
A Recognized Source for Leader Development

Guiding Principles:

- Inspiring life-long learning and service for the Army Civilian Corps
- The Center of Excellence in leadership and management for Army, Joint, and Interagency professionals
- Educating leaders in support of the Warfighter
- Relevant for the Army and the Nation
- A collaborative, meaningful research and learning environment



Campus Locations



Our Programs

Command Programs

- General Officer Senior Command Course (GOSCC)
- Garrison Precommand Course (GPC)
- Garrison Command Sergeant Major Course (GCSMC)



Our **Programs**

Civilian Education System

- Action Officer Development Course, Supervisor Development Course, Manager Development Course
- Foundation Course
- Basic Course
- Intermediate Course
- Advanced Course
- Continuing Education for Senior Leaders



What's Changed...

- Global War on Terrorism
- Army civilians are deployed
- more frequently
- Significant mil-civ conversion
- NSPS

Army Required

MULTI-SKILLED LEADERS

- Strategic & creative thinkers
- Builders of leaders and teams
- Competent full spectrum warfighter or accomplished professional who supports THE SOLDIER
- Effective in managing, leading & changing large organizations
- Skilled in governance, statesmanship and diplomacy

Army Requires

“a well-developed and executed, integrated, systemic approach for civilian leader development.”

(ATLDP-C 24 Feb 2003)



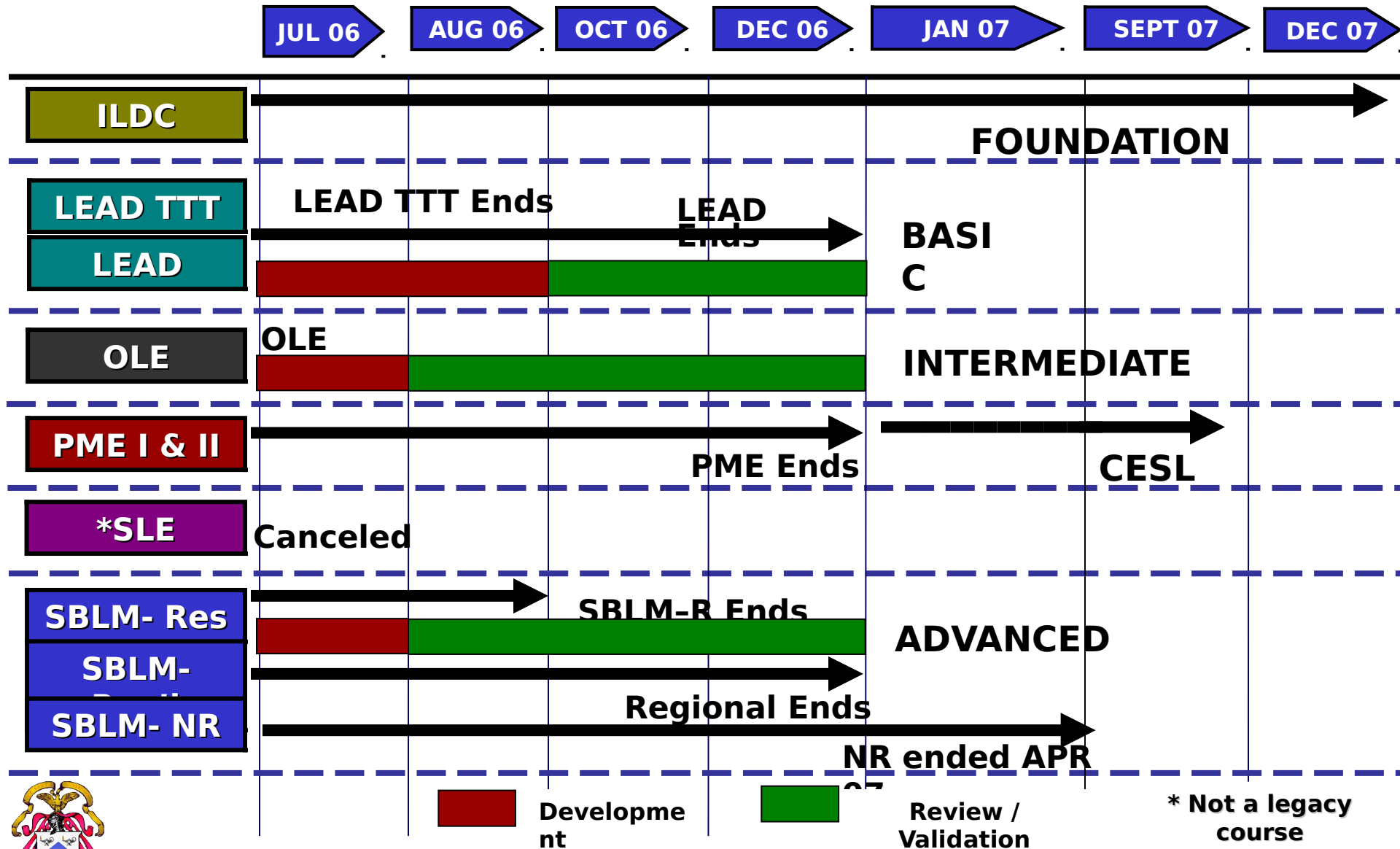
US Army Combined Arms Center

Civilian Education System (CES)

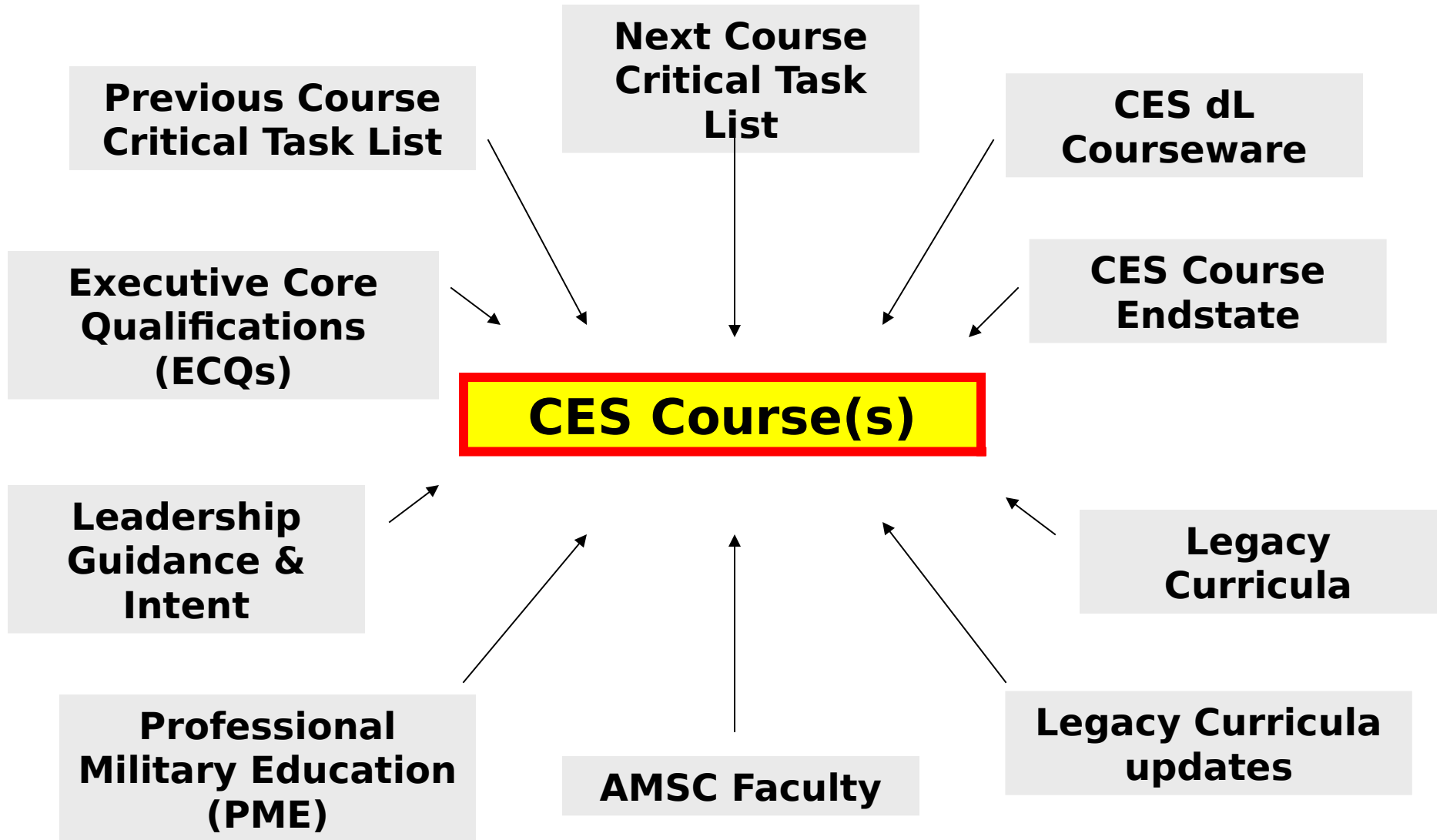
A progressive and sequential civilian leader development program that provides enhanced leader development and education opportunities for Army civilians throughout their careers



Legacy to CES Course Transition



CES Course Design



***Develop CES Resident Courseware NLT
Jun 06***

Initial Implementation NLT Jan 07

US Army Combined Arms Center

Civilian Leader Development

Overview

Overview

| Pay Band 1 | | Pay Band 2 | | | Pay Band 3 | |
|---|-------|------------|---|---|------------|--|
| GS-5/7/9 | GS-11 | GS-12 | GS-13 | GS-14 | GS-15 | |
| NAF 1/2/3 | NAF | | | NAF 5 | | |
| Federal Wage System employees' eligibility varies by geographic location | | | | | | |
| <div> <p>"Most permanent Army civilians are centrally funded. Local National employees; military members; term and temporary employees; and non-Department of the Army employees, for example, are funded through their own organizations"</p> </div> | | | | Senior Service School | | |
| | | | | DOD Defense Leadership & Management Program (DLAMP) | | |
| | | | | Senior Leaders (CESL) | | |
| | | | | Advanced Course (AC) - dL & Resident | | |
| | | | Manager Development Course (MDC) - dL | | | |
| | | | Intermediate Course (IC) - dL & Resident | | | |
| | | | Supervisor Development Course (SDC) - dL | | | |
| | | | Basic Course (BC) - dL & Resident | | | |
| | | | Action Officer Development Course (AODC) - dL | | | |
| | | | Communities of Practice Available at Each Level | | | |
| | | | Foundation Course (FC) - dL <i>For ALL new Army civilians</i> | | | |

Pay bands based on supervisory responsibility

US Army Combined Arms Center

Civilian Leader Development Courses

distributed Learning (dL) available through the Internet

Action Officer Development Course

Designed for civilians who “work actions” on behalf of senior staff officers or commanders

Required for interns
Completion required before they complete the intern

Supervisor Development Course

Provides supervisors and managers with civilian administration skills such as work management and basic supervision

Required for employees in supervisory and management positions

Manager Development Course

Assists supervisors and managers with basic skills for managing work and leading people

Recommended for all civilians in supervisory and management positions



Foundation Course

57 hours of distributed Learning (dL)

DA Civilian who understands and appreciates Army values and customs; serves professionally as a member of the Department of the Army; acquires foundation competencies for leader development

**Understand
structure of the
Army**

**Knows Army
leadership and
doctrine**

**Organizes daily
activities**

**Knows how to
build teams
and practices
group dynamics**

**Applies the
skills for
increasing self-
awareness**

**Meets DA
administrative
requirements**

**Applies
effective
communicatio
n principles**

**Comprehends
career
progression for
DA civilians**



Foundation Course

Enrollment Information

Eligibility

- All DA Civilian employees
- Military and other DOD employees

Required Attendees

- FC is required for interns, team leaders, supervisors, and managers employed after 30 Sep 2006

Admission Priority

- Available by dL

Course Credit/Substitution_

- Army civilians employed before 30 Sep 2006 are not required to take the FC and will receive credit for this course



Basic Course

2 weeks resident, 33.5 hours of distributed Learning (c

DA civilian who understands and applies basic leadership skills to lead and care for small teams; applies effective communication skills to build a team; demonstrates internal and external awareness and directs team accordingly; develops and mentors subordinates

**Lead
teams**

**Develop
self,
team
members
, & team**

**Achieve team
task(s) in
support of
team
mission(s)**



Basic Course

Enrollment Information

Eligibility

- **Army civilian employees who lead teams or in supervisory or managerial positions**
- **Army civilian program/project managers**
- **Military supervisors of civilians and other DOD employees**

Course Credit for Resident Phase

- **Courses: Leadership Education and Development (LEAD), Officer Basic Course (OBC), Warrant Officer Advanced Course (WOAC), Advanced NCO course (ANCOC) or more advanced level**

Prerequisite for Resident Phase

- **FC if required and BC Pre-work (*Distributed Learning (dL); Leader Philosophy Paper; Readings*)**



Basic Course

Admission Priority

Priority 1

- Required for Army civilians assigned as a team leader or in permanent appointment to a supervisory or managerial position and do not have course/experience substitution. Must complete course within one year of placement

Priority 2

- Army civilians who lead others on an ad-hoc basis and those who manage programs
- Army civilians and DOD employees in an Army endorsed supervisory or management development program

Priority 3

- Active duty military supervisors who supervise Army civilians
- Term and temporary civilians who are responsible for leading or supervising civilian teams
- Other DOD employees



Intermediate Course

3 weeks resident, 44 hours of distributed Learning (dl)

DA civilian skilled in leading; managing human and financial resources; implementing change; directing program management and systems integration; displaying flexibility, resilience, and focus on mission

Leads people

**Manages
systems**



Intermediate Course

Enrollment information

Eligibility

- **Army leaders in permanent appointments to supervisory or managerial positions**
- **Army civilian program/project managers**
- **Military supervisors of civilians and other DOD employees**

Prerequisite for Resident Phase

- **FC if required**
- **BC or substitution**

Course Credit for Resident Phase

- **Courses: Organizational Leadership for Executives (OLE), Captains Career Course (CCC), Warrant Officer Senior Course (WOSC), First Sergeant Course (FSC) or more advanced level**



Intermediate Course

Admission Priority

Priority 1

- Required for Army civilians in permanent appointment to supervisory or managerial positions and do not have course/experience substitution. Must complete course within 2 years of placement

Priority 2

- Army civilian program managers
- Army civilians and DOD employees in an Army-endorsed supervisory or management development program

Priority 3

- Military supervisors or managers of Army civilians
- Term and temporary civilians who are responsible for supervising civilians
- Other DOD employees



Advanced Course

4 weeks resident, 63 hours of distributed Learning (dL)

Army Civilians skilled in leading a complex organization in support of national security and defense strategies; integrating Army and Joint systems in support of the Joint Force; inspiring vision and creativity; implementing change; and managing programs.

**Leads people in a
complex
organization**

**Leads a complex
organization and
inspires vision and
creativity**

**Operates within an
environment of integrated
systems, with a focus on
mission**



Advanced Course

Enrollment information

Eligibility

- **Army employees in permanent appointments to supervisory or managerial positions**
- **Senior level civilians in positions of leadership or program/project managers**
- **Military supervisors of civilians and other DoD employees**
- **GS13-15 or comparable NSPS pay band**

Prerequisite for Resident Phase

- **FC if required**
- **BC, IC or substitution for each**

Course Credit for Resident Phase

- **Courses: Sustaining Base Leadership and Management (SBLM), Command and General Staff College/Intermediate Level Education (CGSC/ILE), Warrant Officer Senior Staff Course (WOSSC), Sergeant Majors Course (SMC) or more advanced level**



Advanced Course

Admission Priority

Priority 1

- Required for Army civilians in permanent appointment to supervisory or managerial positions and do not have course/experience substitution
- Must complete course within 2 years of placement

Priority 2

- Army civilians not currently in supervisory or managerial positions (deputies, team leaders, or program managers)

Priority 3

- Military supervisors or managers of Army civilians
- Term and temporary civilians who are responsible for supervising civilians
- Other DOD leaders



Continuing Education for Senior

4.5 Day Resident 40 hours of dL

Leaders

The CESL targets leaders at the GS14/15 leadership level or equivalent. CESL will sustain and further develop leaders by refining their broad skills and potential for the Department of Defense's future contemporary operating environment. The program is a participatory environment where students discuss current issues in the field.

Prepares for transition to senior level leadership positions

Uses inventive problem solving techniques

Strengthens awareness of organizational well being and cultural diversity issues

Uses knowledge management techniques

Generates strategic thinking: creating agile and resilient organizations

Understands impact of moral development/Intellectual development



Continuing Education for Senior Leaders

Enrollment Information

Eligibility

- **Army civilian employees GS-14/15 above and equivalent levels in leadership positions**
- **Military (SGM, CW4, CW5, LTC, COL) who supervise civilian supervisors/managers**
- **Must have completed one of the following Management Course (AMSC) - must wait two years after graduation**
 - b. **Command General Staff College Intermediate Level Education**
 - c. **Warrant Officer Senior Staff College**
 - d. **Sergeant Major Course**

Prerequisite

- **40 hour dL phase required prior to the 4.5 day resident phase**



Basic Course Resident Phase (FY08)

| Location | Dates | Application Deadline | Target Audience | Prerequisite |
|------------------|-----------------------|----------------------|--|----------------------------|
| Fort Leavenworth | 3 Mar 08 - 14 Mar 08 | Closed | Army leaders who exercise direct leadership to lead and care for teams | Foundation Course dL tasks |
| Fort Leavenworth | 14 Apr 08 - 25 Apr 08 | Closed | | |
| Fort Leavenworth | 12 May 08 - 23 May 08 | Closed | | |
| Fort Leavenworth | 9 Jun 08 - 20 Jun 08 | 11 Feb 08 | | |
| Fort Leavenworth | 14 Jul 08 - 25 Jul 08 | 17 Mar 08 | | |
| Fort Leavenworth | 11 Aug 08 - 22 Aug 08 | 14 Apr 08 | | |
| Fort Leavenworth | 8 Sep 08 - 19 Sep 08 | 12 May 08 | | |



Intermediate Course Resident

Phase

| Location | Dates | Application Deadline | Target Audience | Prerequisite |
|----------------------------------|-----------------------|----------------------|---|---|
| Fort Belvoir Fort Leavenworth | 10 Mar 08 - 28 Mar 08 | Closed | Army leaders who exercise direct and/or indirect leadership | Performance of Basic Course tasks Intermediate Course dL tasks |
| Fort Belvoir Fort Leavenworth | 28 Apr 08 - 16 May 08 | Closed | | |
| Fort Belvoir Fort Leavenworth | 14 Jul 08 - 1 Aug 08 | 17 Mar 08 | | |
| Fort Belvoir Fort Leavenworth | 11 Aug 08 - 29 Aug 08 | 14 Apr 08 | | |



Advanced Course Resident Phase (FY08)

| Location | Dates | Application Deadline | Target Audience | Prerequisite |
|--------------|-----------------------|----------------------|--|---|
| Fort Belvoir | 14 Jan 08 - 8 Feb 08 | Closed | Senior level Army leaders who exercise indirect leadership | Performance of Intermediate Course tasks |
| Fort Belvoir | 31 Mar 08 - 25 Apr 08 | Closed | | |
| Fort Belvoir | 2 Jun 08 - 27 Jun 08 | 4 Feb 08 | | Advanced Course Distributed Learning (dL) tasks |
| Fort Belvoir | 21 Jul 08 - 15 Aug 08 | 24 Mar 08 | | |



Continuing Education for Senior Leaders (5Y08)

| Location | Dates | Application Deadline | Target Audience | Prerequisite |
|--------------|----------------------|----------------------|--|---|
| Fort Belvoir | 3 Mar 08- 7 Mar 08 | 1 Feb 08 | Leaders at the GS14/15 level or equivalent | 40 hour dL phase required prior to the 4.5 day resident phase |
| Fort Belvoir | 12 May 08- 16 May 08 | 28 Mar 08 | Leaders at the GS14/15 level or equivalent | 40 hour dL phase required prior to the 4.5 day resident phase |
| Fort Belvoir | 8 Sep 08- 12 Sep 08 | 25 Jul 08 | Leaders at the GS14/15 level or equivalent | 40 hour dL phase required prior to the 4.5 day resident phase |



Registration

For the Foundation, Basic, Intermediate, and Advanced courses in FY08:

The
Civilian Human Resource Training Application System (CHRTAS) is now the online method for submitting your FY08 CES applications. Applying for training in CHRTAS is a two step process. The process begins with creating a Student Profile account in CHRTAS. Once your profile is complete, you may apply for the courses that have been scheduled

Register for the Continuing Education for Senior Leaders (pilot) at the AMSC Web site at
<http://www.amsc.belvoir.army.mil>



AMSC Registrars

**For Fort Belvoir, contact
Ms. Angela Williams, Registrar
(703) 805-4757, DSN 655-4757**

**For Fort Leavenworth, contact
Ms. Carrie Criqui, Registrar
(913) 758-3506, DSN 585-3506**

amscregistrar@conus.army.mil



AMSC

QUESTIONS?

Home Page:

<http://www.amscc.belvoir.army.mil/>



